

## **Balboa Tennis Club Board of Directors Meeting Minutes July 16, 2013**

Meeting called to order at 7:00 p.m.

**Attendees:** Dwight Van Slyke, Colleen Clery Ferrell, Peter Conneely, Pat Mason, C.T. Martin Mark McDonough, Mary Gunset, Janene Christopher, Julia Gregory and Dan Hays were present. Ruben Carriedo and Gregg Ward were absent. The Board approved the May and June 2013 minutes and Board Member absences. Mark McDonough was approved as the new Treasurer replacing Jane Pulliam. Julia Gregory was approved to fill Jane's vacancy on the Board. Julia agreed to assume the responsibility of Secretary. Dwight asked Julia and Mark to tell the Board about their respective backgrounds.

Julia Gregory is 77 years old. She came from Cambridge, Mass. in 2001. She worked as a Trust Lawyer for 20 years and was a teacher prior to becoming an attorney. She has three children and five grandchildren. She volunteers at BTC to help with Geoff's After School Clinic and has co-captained several league teams at BTC in the past years.

Mark McDonough, the newly appointed Treasurer, has an MBA in finance, not accounting. He accepted the position of Treasurer for the Board. Mark will meet with Club CPA Joe Campbell and Colleen learn more about Club finances.

**President's Comments:** Dwight welcomed Julia to the Board and spoke about the first time they met when he was corrected on the pronunciation of her name.

**Guest Presentations:** Lori Sandstrom from the San Diego Zoo came to speak to the Board again as a follow up regarding her proposed Wildlife Conservancy Tournament. The new date for her tournament is October 5-6. Geoff Griffin has agreed to help Lori get the draws set up. Her goal is to raise \$1000. She passed out a copy of the proposed entry form. She is requesting a \$4 non profit court fee per hour per court from the Board which was approved. She would like to get a link to the tournament on the BTC website. Lori displayed one of the tournament T-shirts and a book which will serve as prizes, as well as the zoo bag to be given to all entrants. Most of the play will be Saturday, October 5. Lori plans to host a small reception the first evening of the tournament.

**Treasurer's Report:** Colleen explained the current financial state of the club. The Club has \$64,527 in cash and \$157,960 earmarked for the Belinsky project. \$50,000 of the cash is designated for reserves. Colleen proceeded to examine June income and expenses, as well as YTD totals. Overall, membership is up \$13,000 and expenses have been kept in line. Net income is skewed due to Donor Brick income which was recognized in 2012, yet expense was paid in 2013. Membership total is at 1144, which is the highest for 2013.

**Tennis Director's Report:** Geoff Griffin was unable to make the meeting.

**Club Director's Report:**

1. Colleen read letter from Ginger Sarmento who is in need of a tennis scholarship. The board decided to offer Ginger a half price one year membership, along with her agreeing to volunteer with gardening, tournaments and various other opportunities at the Club.
2. There have been continuing requests from a Pro Shop employee and Club Members to use the microwave in the Reservations Office. The Board decided the microwave is to be used by BTC Staff only.
3. A former BTC Member who runs a club in Scotland would like to have a reciprocal agreement with Balboa Tennis Club. The Board agreed to a one year agreement.
4. Intersectional and National Team players out of Balboa Tennis Club have requested an increase in the traveling stipend. Board agreed to raise the amount from \$50 to \$75.
5. After reading Daily Log entry from July 9, whereby two homeless men were watching television in the stadium, Dwight suggested placing locked covers over the electrical outlets and possible disconnecting electricity from that outlet. Colleen will follow up with maintenance.

**Committee Reports**

A. **Facilities:** Dan reported that he has two more flower planters available to the Club. Dwight mentioned that the planter on the side of court 8 is blocking the view of many members watching tennis from courtside. Dan said the planters weigh close to 600 lbs. He will have the plants inside pruned lower to help with viewing.

B. **Constitution and By-laws:** The Board reviewed the Club's Mission Statement, Code of Ethics and BTC History. All were approved except the BTC History which needs to be updated. Colleen will follow up at the next meeting.

C. **Contract and Lease:** None

D. **Employment and Personnel:** Colleen explained about putting together an Employee Handbook, as suggested by Gregg Ward and the Board. The Handbook draft was distributed to the employees at the recent staff meeting. Designated employee holidays needed to be determined by the Board. After discussion, ten days are to be recognized as BTC Holidays: New Years Day, Martin Luther King Jr. Day, President's Day, Veterans Day, Easter, Memorial Day, 4<sup>th</sup> of July, Labor Day, Thanksgiving, Christmas.

E. **Newsletter Deadline:** Next newsletter due in October

F. **Ethics:** None

G. **Youth Program:** None.

H. **Activities:** None.

I. **Special Projects:** Janene Christopher will give presentation at August meeting.

**J. Web Site Updating:** None

**Unfinished Business:** Elizabeth Hamling of TAF group is requesting early start times for her tournament in November. Board decided to stay with ruling of no outside court rentals until after 12:00 p.m.

**New Business:** “End of Summer” sale chairs were approved by Board. Dwight will research. Peter suggested Cost Plus. The location for Jim Ray’s memorial bench will be determined at the next meeting.

**Adjournment:** 8:21 p.m.